Amended and Restated Charter of the Audit Committee of the Board of Directors of Forrester Research, Inc.

As adopted by the Board of Directors on May 1, 2007

And as amended through March 6, 2024

- 1. <u>Purpose</u>. The purpose of the Audit Committee (the "Committee") shall be to (a) appoint, oversee and replace, if necessary, the independent auditor, (b) assist the Board of Directors' oversight of (i) the preparation of the Company's financial statements, (ii) the Company's compliance with legal and regulatory requirements, (iii) the independent auditor's qualifications and independence, and (iv) the performance of the Company's independent auditor and internal audit function, and (c) prepare the report the SEC rules require be included in the Company's annual proxy statement.
- 2. Composition of the Audit Committee. The Committee shall consist of not less than three board members appointed by the Board of Directors of the Company, one of whom shall be appointed as Chairman. Committee members may be removed by the Board of Directors in its discretion. Members of the Committee shall each satisfy the independence requirements of the Sarbanes-Oxley Act of 2002 (the "Sarbanes-Oxley Act") and the The Nasdaq Stock Market, Inc. ("Nasdaq"), and the Board of Directors shall annually review the Committee's compliance with such requirements. Members of the Committee shall be able to read and understand fundamental financial statements, including a balance sheet, income statement and cash flow statement. No member of the Committee may sit on more than three separate public company audit committees.
- 3. Meetings of the Audit Committee. The Committee shall hold regularly scheduled meetings and such special meetings as circumstances dictate. It shall meet separately, at least quarterly, with management, with personnel responsible for the internal audit function, and with the independent auditor to discuss results of examinations, or discuss any matters that the Committee or any of these persons or firms believe should be discussed privately. The Committee shall report regularly to the Board of Directors.
- 4. Responsibilities of the Audit Committee. The function of the Committee is oversight. Although the Committee has the responsibilities set forth in this charter, it is not the responsibility of the Committee to plan or conduct audits, to determine that the Company's financial statements are complete and accurate and are in accordance with generally accepted accounting principles, or to assure compliance with laws, regulations or any internal rules or policies of the Company. The Committee has direct and sole responsibility for the appointment, compensation, oversight and replacement, if necessary, of the independent auditor, including the resolution of disagreements between management and the auditor regarding financial reporting. Each member of the Committee shall be entitled to rely on (i) the integrity of those persons and organizations within and outside the Company that it receives information from and (ii) the accuracy of the financial and other information provided to the Committee by such persons or organizations absent actual knowledge to the contrary (which shall be promptly reported to the Board of Directors).

5. <u>Duties and Proceedings of the Audit Committee</u>. The Committee shall assist the Board of Directors in fulfilling its oversight responsibilities by accomplishing the following:

5.1 Oversight of Independent Auditor.

- (a) Annually evaluate, determine the selection of, and if necessary, determine the replacement of or rotation of, the independent auditor.
- (b) Approve or pre-approve all auditing services (including comfort letters and statutory audits) and all permitted non-audit services by the independent auditor.
- (c) Review, evaluate and discuss formal reports, at least annually, from the independent auditor regarding the auditor's independence, including a delineation of all relationships between the auditor and the Company; and take, or recommend that the Board of Directors take, appropriate action to oversee the independence of the independent auditor.
- (d) Establish hiring policies for employees or former employees of the independent auditors.
- (e) At least annually, receive a report, orally or in writing, from the independent auditor detailing the firm's internal quality control procedures and any material issues raised by the independent auditor's internal quality control review, peer review or any governmental or other professional inquiry performed within the past five years and any remedial actions implemented by the firm.

5.2 Oversight of Audit Process and Company's Legal Compliance Program.

- (a) Review with the internal auditors and the independent auditor the overall scope and plans for audits, including authority and organizational reporting lines and adequacy of staffing and compensation. Review with the internal auditors and the independent auditor any difficulties with audits and management's response.
- (b) Review and discuss with management, personnel responsible for internal audit function, and the independent auditor the Company's system of internal controls, its financial and critical accounting practices, and policies relating to risk assessment and management.
- (c) Receive and review reports of the independent auditor discussing (1) all critical accounting policies and practices to be used in the firm's audit of the Company's financial statements, (2) all alternative treatments of financial information within generally accepted accounting principles ("GAAP") that have been discussed with management, ramifications of the use of such alternative disclosures and treatments, and the treatment preferred by the independent auditor, and (3) other material written communications between the independent auditor and management, such as any management letter or schedule of unadjusted differences.

- (d) Discuss with management and the independent auditor any changes in the Company's critical accounting principles and the effects of alternative GAAP methods, off-balance sheet structures and regulatory and accounting initiatives.
- (e) Review and discuss with management and the independent auditor the annual and quarterly financial statements and MD&A included in the Company's periodic reports prior to their filing with the SEC. Discuss results of the annual audit and quarterly review and any other matters required to be communicated to the Committee by the independent auditor under generally accepted auditing standards. Discuss with management and the independent auditor their judgment about the quality of accounting principles, the reasonableness of significant judgments, including a description of any transactions as to which management obtained Statement on Auditing Standards No. 50 letters, and the clarity of disclosures in the Company's financial statements and MD&A.
- (f) Review earnings press releases and earnings guidance provided to analysts and rating agencies.
- (g) Review material pending legal proceedings involving the Company and other contingent liabilities.
- (h) Receive and review any reports from the CEO and CFO on any significant deficiencies or material weaknesses in the design or operation of internal controls, or any fraud that involves management or other employees who have a significant role in the company's internal controls.
- (i) Discuss with the independent auditor the matters required to be communicated to audit committees in accordance with Statement on Auditing Standards No. 61.
- (j) Establish procedures for the receipt, retention and treatment of complaints received by the Company regarding accounting, internal accounting controls or auditing matters, and the confidential, anonymous submissions by employees of concerns regarding questionable accounting or accounting matters.

5.3 Other Responsibilities.

- (a) Review the adequacy of this charter annually and submit the charter to the Board of Directors for approval.
- (b) Prepare a report for inclusion in the Company's annual proxy statement as required by the rules of the SEC.
 - (d) Report to the Board on a regular basis.
- (e) Annually perform, or participate in, an evaluation of the performance of the Committee, the results of which shall be presented to the Board.

- (f) Review and approve all related person transactions required to be disclosed pursuant to Item 404 of SEC Regulation S-K ("Item 404"). "Related person" and "transaction" shall have the meanings given to such terms in Item 404, as amended from time to time.
- (g) Perform any other activities consistent with the Charter, By-laws and governing law as the Board of Directors or the Audit Committee shall deem appropriate, including holding meetings with the Company's investment bankers and financial analysts.
- 6. <u>Authority and Resources of the Audit Committee</u>. The Committee has the authority to retain legal, accounting or other experts that it determines to be necessary to carry out its duties. It also has authority to determine compensation for such advisors as well as for the independent auditor. The Committee may determine appropriate funding needs for its own ordinary administrative expenses that are necessary and appropriate to carrying out its duties.